

CALL TO ORDER: President Eric Richardson called the meeting to order at 4:00pm at the Main Library on August 17, 2015

PRESENT: Eric Richardson, President; Pam Goetting, Treasurer; Sheree Breitholle, Secretary; Jim Henning; Debra Pleatman, Attorney Ziegler & Schneider; Stephanie Huhn, CPA Bramel & Ackley; Carrie Herrmann, Director; Shawn Fry, Assistant Director, Amanda Hopper, Assistant Director

PUBLIC COMMENT: None

AGENDA:

- ✓ **MOTION TO APPROVE THE AGENDA AS RECEIVED, PAM GOETTING SECOND, JIM HENNING. APPROVED UNANIMOUSLY**

MINUTES: Minutes of the **July** meeting were emailed to Board members.

- ✓ **MOTION TO APPROVE THE MINUTES AS RECEIVED, JIM HENNING. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

TREASURER'S REPORT: The Treasurer's Report for June was previously emailed to Board Members.

- ✓ **MOTION TO APPROVE THE TREASURER'S REPORT AS RECEIVED, JIM HENNING. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**

BUSINESS:

1. **Lents:** Staff have been met with and given their new permanent positions. Staff will report to their new position on September 2. We will not use Lents staff to shutter the building. Several positions were held open waiting to fill them with Lents Branch Staff. Carrie Herrmann answered questions regarding the Lents Branch at the Public Forum held by Fiscal Court. A plan and timeline are in place for the movement of the collection to begin September 2.
- ✓ **MOTION TO APPROVE JEFF THIEMAN FROM AMERICAN APPRAISAL COMPANY TO CONDUCT AN APPRAISAL OF THE LENTS BRANCH BUILDING AND PROPERTY, JIM HENNING. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**
2. **Records Management Policy:** A Records Management Policy was presented to the Board at the July meeting. Suggestions from that meeting were incorporated into the policy presented to the Board at the August meeting.
- ✓ **MOTION TO APPROVE RECORDS MANAGEMENT POLICY, JIM HENNING. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**
3. **Display and Distribution of Materials by Outside Organizations Policy:** An updated policy was presented to the Board at the July meeting. Suggestions from that meeting were incorporated into the policy presented to the Board at the August meeting.
- ✓ **MOTION TO UPDATE DISPLAY AND DISTRIBUTION OF MATERIALS BY OUTSIDE ORGANIZATIONS POLICY, JIM HENNING. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**

BCPL has applied for a \$2,000 National Center for Families Learning (NCFL) grant to hold three 1.5 hour workshops, which will include family activities along with a meal. The target group is children 3-5 and filmed tour and the program after it airs in February 2016.

BCPL is producing a new Underground Railroad (UGRR) in Kentucky piece. They filmed an interview with Bridget Striker and gathered information regarding our UGRR research in Boone County. KET will return in September to film our UGRR bus tour. The segment will air in February 2016 and the footage of the bus tour will be made available on the KET site for more information. We will be able to link to the open from 8/10/2015 to 9/7/15.

BCPL received word that we did get e-rate funding for the new contract we signed with Cincinnati Bell. We will receive \$43,380 a year for the next five years for Telecommunications costs. We received \$49,665.51 for hardware cost reimbursement. That is a total of \$266,565.51 over the next five years. We are currently accepting bids for the Phone and Network Equipment declared as surplus. The bid period is

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted:

REGIONAL LIBRARIAN'S REPORT: There was not a Regional Librarian's report this month. Our Regional Librarian retired July 31 and a new Regional Librarian began work on August 17, 2015.

ATTORNEY REPORT: Nothing to report.

ACCOUNTANT'S REPORT: Stephanie Huhn distributed and reviewed financial statement update on audit for 2014/2015 fiscal year.

- ✓ **MOTION TO APPROVE THE ANNUAL REPORT, PAM GOETTING, SECOND SHEREE BREITHOLLE, APPROVED UNANIMOUSLY.**
6. **Annual Report:** Carrie Herrmann distributed the Boone County Public Library District 2015 Kentucky Annual Report of Public Libraries. This report is due to the state library by August 28, 2015. The report reviewed by the Board shows both the FY2013-2014 and FY2014-2015 data for comparison purposes. The report filed with the state and other agencies reflects the FY2014-2015 data. This report is a snapshot in time at the end of the fiscal year.
- ✓ **MOTION TO ADOPT THE AUTOWATERCRAFT TAX RATE OF .3 PER \$100 VALUE FOR 2015/2016 FISCAL YEAR, JIM HENNING, SECOND PAM GOETTING, APPROVED UNANIMOUSLY.**
5. **2015 Auto/Watercraft Tax Rate:** This rate was established in 1983 and by statute may not be increased.
- ✓ **MOTION TO ADOPT THE COMPENSATING RATE OF 5.2% FOR REAL AND TANGIBLE PERSONAL PROPERTY FOR 2015/2016 FISCAL YEAR, JIM HENNING, SECOND PAM GOETTING, APPROVED UNANIMOUSLY.**
4. **2015 Tax Rate:** Stephanie Huhn presented budget projections based on the information received from KDLA and her own analysis.

their families. The purpose of the program is to help families prepare their children for kindergarten, and to encourage them to use the library as a resource for doing so. The workshops will cover key areas of early learning based on the five tenants of school readiness (General knowledge and Mathematics; Health and Physical Well Being; Social and Emotional Development; Language and Communication Development; and Approaches to Learning). NCFL will provide support for librarians in presenting the workshops, early learning materials to share with families, and practical and fun literacy building strategies for young children and their parents to continue at home and in their communities.

We are exploring the option of renewing our health insurance in December rather than January. The new Community Marketplace rates go into effect in January. We are hearing that prices in the marketplace are 40-60% higher. By renewing in December we will not be subject to the Community Marketplace prices. This will give us a year for the marketplace to settle so we will have a better idea of health insurance pricing.

Rich Webster is working on a new website design. We hope to unveil the new design in September. Becky Kempf is trying a new PR Campaign for the Library. Over the next 4 months you will see 4 billboards in Boone County with an ad for the Library. (1 on Burlington Pike, 1 on Turfway, 1 on Hwy 25, and 1 on Pleasant Valley)

Carrie Herrmann handed out the Show Us Your Card Brochure. This marketing campaign turns 12 this year! Discounts are only available in the month of September when you show either a Boone or Grant County Public Library card.

Halfway Report for Summer Reading a. Our focus this year was on school-age children. Our efforts were successful! The participation rate is skewed because of the # of children who were registered by schools. Finishing in the schools next month will have an impact on goal attainment and participation rates. Adult's numbers are down. In 2014, 2507 adults registered. This year 2,185 have registered. We believe this is due to the Challenges being added to the log.

Bridget Striker, Local History Coordinator, has been accepted into the 2015/2016 class for EXCEL (Executive Curriculum for Emerging Leaders) offered through the Nonprofit Leadership Institute of Greater Cincinnati. EXCEL was designed to address the need for highly skilled leadership for cultural and social service organizations in the Greater Cincinnati region.

Pamela Jayne has had a proposal accepted for Public Libraries & STEM: A National Conference on Current Trends & Future Directions. She is highlighting the programs BCPL offers in this area (coding clubs, partnership with NKY Makerspace, partnership with the Greater Cincinnati STEM Collaborative, Space Nights, etc....)

Emily Kean has been named a Digital Public Library of America (DPLA) Collection Curator. She is one of 9 librarians across the county named to this initiative. In April, the White House announced a project to give free access to 10,000 ebooks to low income children. Large publishers have given \$25 million of

content to this project. DPLA is the platform for access. Emily will be ranking the titles and working on the metadata to enhance searching for children.

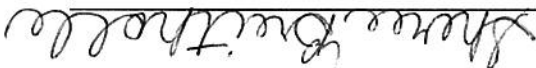
NEXT MEETING: Monday, September 21st, 4:00 p.m. at Main Library.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:12pm. JIM HENNING, SECOND, PAM GOETTIG, APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry.



Eric Richardson, President



Sheree Breitholle, Secretary